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NOTICE OF AMENDMENT TO SOLE SOURCE CONTRACT

STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer
2. FROM: DOH/FHSD/Women, Infants and Children (WIC) Services Branch
Department/Division/Agency
3. Name of Contractor: Parents and Children Together (PACT)
4. Sole Source Reference Number: 10-003-B 5. Contract Number: ASO Log No. 10-139

6. Description of goods, services, or construction:

The United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) is providing additional funding to WIC to continue to promote and enhance breastfeeding efforts for WIC participants as identified by the FNS "Loving Support" model. The intent of the Breastfeeding Peer Counselor (BFPC) project is to continue to train additional paraprofessional support persons from the community as BFPCs to provide breastfeeding support and assistance to WIC participants.

7. Approval to amend is submitted in order to:

- ☒ Revise the scope of services for the contract as follows:

Provide funding for an additional class of approximately six (6) applicants to receive BFPC training to occur concurrently prior to September 30, 2010.

☒ Increase contract price by 10 % or more: Original Contract Price: 65,000 Amended Contract Price: 76,662

8. Reason: This / These amendment(s) are necessary because:

Without the BFPC training provided by PACT, we will not be able to fulfill the requirements of the USDA's Breastfeeding Peer Counselor Funding. For a description of the specific use of these funds please see the attached Fiscal Year 2009 WIC Breastfeeding Peer Counseling Funds award.

9. Direct questions to: Melanie Murakami Phone: 586-8006

Agency shall ensure adherence to applicable administrative and statutory requirements.

10. Pursuant to § 103D-306, HRS, and § 3-122-82, HAR, I certify that the information provided above is, to the best of my knowledge, true and correct

[Signature]

JUL 30 2010

Department Head

Date

Reserved for SPO Use Only

11. Date Notice Posted: 8/4/2010

12. Submit written objections to this notice of amendment to Sole Source Contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

Chief Procurement Officer's Comments: We note that the personnel involved in procuring this contract may not have had both written delegated authority and the required mandatory procurement training pursuant to Procurement Delegation No. 2008-01 and Procurement Circular No. 2008-05. This request is approved with the requirement that Linda Chock, Elaine Murakami and Susan Kanour shall not participate in any procurement activities until they have received written delegated procurement authority pursuant to Procurement Delegation No. 2008-01, and have completed the appropriate mandatory procurement training requirements pursuant to Procurement Circular No. 2008-05. Approval is granted for an additional \$11,662 to provide training for six more individuals in the BFPC program. No services shall be rendered after the contract expiration date of 9/30/10.

13. ☒ APPROVED ☐ DISAPPROVED ☐ NO ACTION REQUIRED

[Signature] 8/23/2010
Chief Procurement Officer Date

14. S.S.No. 10-003-B
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Fiscal Year 2009 WIC Breastfeeding Peer Counseling Funds

State Agency: Hawaii

Formula Calculated Amount: \$99,026

Amount Accepted: \$99,026


Grant Period: October 1, 2008 – September 30, 2010

The WIC Breastfeeding Peer Counseling Funds are intended to enable State agencies to implement or maintain an effective breastfeeding peer counselor program. Combining peer counseling with the on-going breastfeeding promotion efforts in WIC agencies around the country has the potential to significantly impact breastfeeding rates among WIC participants, and, most significantly, increase the harder to achieve breastfeeding duration rates. Our long-range vision is to institutionalize peer counseling as a core service in WIC.

By accepting the WIC Breastfeeding Peer Counseling Funds, the State agency agrees to all of the following:

1. Continue to implement/administer a peer counseling program based on research-based components of a successful peer counseling program as identified by FNS (the Loving Support model). The peer counseling program must be consistent with program guidance set forth in *Using Loving Support to Manage Peer Counseling Programs* and *Loving Support through Peer Counseling* training curricula;
2. continue to build upon and expand activities outlined in the State agency's approved breastfeeding peer counseling implementation plan. Include an updated line item budget demonstrating how FY 2009 funds will be used for these activities and submit as an addendum to the FY 2009 State Plan not later than August 15, 2009;
3. include a description of the breastfeeding peer counselor program in the annual State Plan; and
4. fulfill all financial reporting requirements (one annual report due January 3, 2010, and one final report due January 3, 2011). (Departmental regulations at 7 CFR 3016.23 require grantees to liquidate all obligations not later than 90 days after the close of the grant period, and 7 CFR 3016.50 requires that a closeout report be submitted within 90 days after the grant period.)

THESE ARE THE ONLY PURPOSES FOR WHICH THESE FUNDS MAY BE USED.


Signature of WIC State Director

MAY 13 2009
Date